

**POSITION GUIDE
NONAPPROPRIATED FUNDS**

JOB NUMBER

FLSA: Non-Exempt

Title: Laborer

PAYPLAN/SERIES/LEVEL: 4

NA-3502-0

Major Duties:

Operate large, complex riding lawn mower (e.g., multiple and independently controlled cutting decks) and/or specially designed riding mowers to mow in areas requiring attention to space and environment. Equipment characteristics include single function performance and components that are independently controlled through various hydraulic and/or mechanical devices. Performs tasks that require significant manual skill, very heavy physical effort, several steps, phases, and detailed procedures (e.g., preparing ground for sod, flowers and shrubs) following drawings, specifications while utilizing a knowledge of project requirements.

Skill and Knowledge: Skill and knowledge to operate and control large, complex riding mowers and similar type mowing equipment in areas that require constant attention to working space and environment (e.g., equipment height and width when working around trees, trenches, large potholes, slopes, curbs, rocks and other visible obstacles). Skilled in the operation of various controls and levers to maneuver equipment, and lift/lower, adjust, engage/disengage components or attached devices.

Responsibility: Routine work is completed independently. General instructions are provided with assignments. Completed work is periodically reviewed for timeliness, work practices, and compliance with instructions that may consist of simple drawings or specifications. Incumbent is responsible for selecting the most appropriate type of equipment to accomplish the work, following safety practices, obtaining assistance, and performing routine maintenance and adjustments on equipment.

Physical Effort: Requires frequent lifting and moving of equipment weighing over 50 pounds. Very heavy physical effort is required in operating large, riding mowers on grades and in areas with bushes, trees, and other visible obstacles that require significant maneuvering and level control.

Working Conditions: Works indoors and outdoors. May be exposed to adverse weather conditions when working outdoors. Exposed to drafts, noise, dust, and dirt. Possibility of bruises, muscle strains, cuts and scrapes. Required to follow safety procedures and use standard safety equipment such as gloves, ear protectors, and safety glasses and exercise proper handling of equipment to avoid serious injury in the work area.

EVALUATION STATEMENT:

Determination of Title and Series: This position requires the incumbent to operate large, complex riding mowers and similar type mowing equipment in areas that require constant attention to working space and environment. The position also requires the incumbent to perform laborer tasks that require significant manual skill encompassing several steps, phases, and detailed procedures. The most appropriate standard for these duties is Laborer, NA-3502.

Determination of Grade: The position was evaluated at the grade four level. To warrant a grade 4 in this occupation, all grading factors were fully matched. The nature of the duties and the types of equipment operated at this level require a higher level of skill than at the grade 3 level due to the fact that the equipment is typically operated in areas that require constant attention to space and environment.